

**VILLAS AT WOODCUTTER
CLUBHOUSE RESERVATION & AGREEMENT FORM**

NAME _____ PHONE (res): _____

ADDRESS: _____ PHONE(bus): _____

DATE/DAY OF RESERVATION: _____

I have read The Villas at Woodcutter Clubhouse Rules and agree to abide by them. I fully understand that any costs incurred, or penalties assessed by The Villas at Woodcutter Condominium Association, through the use of these facilities by me and/or my guests shall first be deducted from the deposit, and that any additional balance due shall be paid by me upon presentation of a statement. I will have not more than _____ guests. I wish to use the Clubhouse between the hours of **(6 hour maximum)** _____ and _____ on the date requested above.

UNIT OWNER: _____ Date: _____

TENANT OF UNIT OWNER: _____ Date: _____

DEPOSIT REQUIRED \$150.00

FEE REQUIRED \$75.00

Two (2) separate checks are required. (The \$150.00 check is a deposit check that is security for possible damages. This check is returned after the Clubhouse is cleaned and ready for use. The \$75.00 fee is the Association's Usage Fee.)

All checks should be made payable to Villas at Woodcutter Condominium Association and mailed to the Property Manager at KRG:

**Kohr Royer Griffith
1480 Dublin Road
Columbus OH 43215
Attn: Susan Briggs
PHONE: 614 255-9214**

FOR MANAGEMENT USE ONLY:

Date Deposit Received _____ Deposit Amount \$ _____ Ck# _____

Inspection: _____

Amount of Deposit Returned _____ Date Deposit Returned _____

CLUBHOUSE RENTAL GUIDELINES

- **Reservations must be made and paid for no less than 48 hours prior to an event.**

- **Cancellations must be made at least 48 hours prior to the scheduled reservation. Any cancellation made less than 48 hours prior to the scheduled reservation may result in forfeiture of your deposit.**

- **No events will be booked for residents under age 21. Adult (21 and over) unit owners may make bookings and must be present.**

- **Resident must be in attendance for the entirety of the reservation.**

- **Residents making advanced reservations for use of the Clubhouse on weekends (Friday, Saturday, or Sunday) may be limited to no more than three (3) times during a calendar year. There is no limit to the number of times a resident may make advance reservations for use of the Clubhouse on weekdays; Monday— Thursday. Two separate checks---\$150.00 security deposit and a \$75.00 application fee are required and need to accompany this application at the time of reservations. The two separate checks are to be made payable to: “THE VILLAS AT WOODCUTTER CONDOMINIUM ASSOCIATION”.**

- **The Association, or Owners shall not be responsible for any articles, personal or otherwise, which are lost, stolen, or missed by any resident, guest or friend.**

I HAVE READ THE FOREGOING RULES AND AGREE TO ABIDE AND HAVE MY GUESTS ABIDE BY THE SAME. IF I DO NOT FOLLOW THE ABOVE RULES, I FORFEIT MY RIGHT TO RENT THE CLUBHOUSE IN THE FUTURE.

Resident's Signature _____ Date _____
Revised 10/21